

ATTENTION ALL NDE PORTAL USERS:

Please log onto your portal accounts and go to the “My Profile” tab and check to make sure your contact information (**especially the email address**) is up to date. It is very important to keep this information updated as the Department of Education uses the email address that is in the users’ Portal account to send vital information. Thank you!!



District Curriculum Contact Information – OPEN: August 1 – DUE: September 15

Contact: Cory Epler (402-471-3240 or cory.epler@nebraska.gov)

Using the District Curriculum Contact Information form, located under the **Data Collections** tab in the NDE Portal, select **District Curriculum Contact Information** to provide contact information for up to three curriculum contacts. (An activation code is required.) Information that has been submitted previously should be checked for accuracy. The curriculum contacts are the primary contact for information related to standards, instruction, and instructional materials (curriculum, interventions, etc.).

Curriculum Contacts are those individuals that have an understanding of curricula/instructional materials being used by the school district, coordinate curricula/instructional materials selection processes for the school district, and ultimately have responsibility for the implementation of curricula/instructional materials being used.



Instructional Materials Data Collection – OPEN: August 1 – DUE: September 15

Contact: Cory Epler (402-471-3240 or cory.epler@nebraska.gov)

The purpose of the Instructional Materials Data Collection is to gather more information about the most commonly used instructional materials in Nebraska. These data will ensure all students have an opportunity to learn from high-quality, standards-aligned instructional materials and help inform curricula-specific professional learning. The **Instructional Materials Data Collection** is located in the NDE Portal under the **Data Collections** tab. (An activation code is required.)

This data collection should be completed by district staff that have knowledge of the instructional materials used by the school district for K-12 English Language Arts, K-12 mathematics, and K-8 science. Respondents will be asked to report instructional materials for the following grade bands: K-2, 3-5, 6-8, and 9-12 (ELA and mathematics only) and the year in which the instructional materials were adopted. In addition, districts will be asked to indicate the primary assessment used to determine if a student has a reading deficiency (per the Reading Improvement Act).



2019-2020 ADVISER Calendar Available on the ADVISER Resources Website

Contact: NDE Helpdesk (888-285-0556 or ADVISERHelp@nebraskacloud.org)

The 2019-2019 ADVISER Calendar is available on the [ADVISER Resources](#) website. Please review the calendar for opening and due dates for Fall 2019 reporting. Please review carefully the “2018-2019 Follow-up Collection” as things have changed from last year.



ADVISER Validation UserType Activation Codes Activated

Contact: NDE Helpdesk (888-285-0556 or ADVISERHelp@nebraskacloud.org)

The update to the ADVISER Validation website was released yesterday that will remove your access to reports and errors that contain Special Education, Free/Reduced Lunch (FRL), and/or Discipline data unless you have added the NDE Portal activation codes that gives you access to these items. The three new ADVISER Validation activation codes for SPED, FRL, and Discipline access are available to administrators in their District Admin tab within the NDE Portal. If you need access to review this data, **please talk to your District Administrator to get these additional activation codes.** Users must add these codes in addition to the existing “District User” code that is already assigned. (To add the additional ADVISER Validation codes, click on the Edit/Remove to the left of the collection name.)



SPED IDEA Consolidated Application (GMS) – OPENED: May 29 – CLOSE: July 19

Contact: Susie Pierce (402-471-4333 or suzie.pierce@nebraska.gov)

The 2019-2020 SPED IDEA Consolidated application is scheduled to open in the GMS Wednesday, May 29 with a due date of July 19 (11:59 p.m. CDT). Check the GMS logon page for any updates <https://nde.mtwgms.org/NDEGMSWebv02/logon.aspx>.



IDEA Maintenance of Fiscal Effort (MOE) Eligibility Standard for Special Education

OPEN NOW – CLOSE: July 19

Contact: Pete Biaggio (402-471-4308 or pete.biaggio@nebraska.gov)

School district eligibility for receipt of Individuals with Disabilities Education Act (IDEA Part B) funds are contingent upon maintaining fiscal effort from year to year. The **Individuals with Disabilities Education Act (IDEA) Part B MOE - Eligibility Standard** collection is located under the **Data Collections** tab in the NDE Portal. An activation code is required to access the collection. Districts are to report within this application estimated special education expenditures, receipts, and resident child counts to establish **eligibility** for the receipt IDEA Part B funds through the Grant Management system (GMS) during the 2019-2020 school year.



2019 School District Census Report – OPEN NOW – CLOSE: JULY 20

Contact: Janice Eret at (402) 471-2248 or janice.eret@nebraska.gov.

The Census 2019 report is located in the NDE Portal under the Data Collections tab. An activation code is required to access the collection. This report collects the number of children ages 5-18 living within your district boundaries **as of June 30**. Instructions can be accessed at <https://www.education.ne.gov/fos/census-report-instructions/>. The submission is due July 10, 2019. **The Census 2019 Report Data Audit Window will be open from July 11 – 20 for any necessary corrections.**



2019-2020 Early Childhood State Continuation Grants – DUE: July 26

Contact: Kristine Luebbe 402-471-1860 or kristine.luebbe@nebraska.gov

The 2019-20 Early Childhood State Continuation Grant application is open for specified districts for continuation of early childhood grant funds in GMS and is due to NDE by July 26.



2019-2020 SPED Planning Region Team (PRT) Grant – DUE: August 1

Contact: Cole Johnson (402-471-4318 or cole.johnson@nebraska.gov)

The 2019-2020 SPED Planning Region Team (PRT) Grant application is open in the GMS. Due to NDE **August 1**.



Prekindergarten Intent to Operate Statement

Contact: Kristine Luebbe 402-471-1860 or kristine.luebbe@nebraska.gov

Districts or Educational Service Units intending to start a prekindergarten program shall provide the Nebraska Department of Education, Office of Early Childhood written verification as described in Rule 11, 003.01 at least 60 days prior to beginning such program. Please submit the required verification to Kristine Luebbe: kristine.luebbe@nebraska.gov.



HOW TO CONTACT THE NDE HELPDESK

1. Click on the “Helpdesk Request” in the upper right hand corner. This will open your email to send your question to the NDE Helpdesk at ADVISERHelp@nebraskacloud.org. Include your full name, organization and a detail description of your question. This email will automatically create a ticket.
2. Send an email directly to: ADVISERHelp@nebraskacloud.org. Include your full name, organization, a detail description of your question, alternate contact and phone number. This email will automatically create a ticket.
3. Call Toll Free: 888-285-0556 – **This is a Voicemail line ONLY**. Leave your full name, organization, call back number and a brief description of your question.

The Helpdesk Request and email to ADVISERHelp@nebraskacloud.org are the fastest ways to get your questions to the Helpdesk. All questions are answered in the order in which they are received.

NDE Bulletins: Past and Present:

Current and past NDE Bulletins can be found at <https://www.education.ne.gov/bulletins>. We will also continue to send the bulletin out via e-mail.



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